

Department of the Army
Headquarters Fort Monroe
Fort Monroe, Virginia 23651-5000

***FM Regulation 190-5**

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**Military Police
Fort Monroe Motor Vehicle Regulation**

Summary. This regulation prescribes policies and procedures governing the operation of vehicles on Fort Monroe. During mobilization, this regulation may be modified.

Applicability. This regulation applies to all individuals (military and civilian) who operate motor vehicles on Fort Monroe. Failure to comply with this regulation may result in administrative suspension or revocation of driving privileges, and other administrative or judicial actions.

Suggested improvements. The proponent of this regulation is the Provost Marshal Office (PMO). Send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) Commander, Fort Monroe, ATTN: ATZG-PM, 150 Ingalls Road, Fort Monroe, VA 23651-1019. Suggested improvements may also be submitted using DA Form 1045 (Army Ideas for Excellence Program (AIEP)).

Availability. This publication is available on the Fort Monroe homepage at <http://www.tradoc.monroe.army.mil>.

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CHAPTER 1 INTRODUCTION

1-1. Purpose.

- a. Driving a government vehicle or POV on Fort Monroe is a privilege granted by the Garrison Commander.
- b. This regulation prescribes policies and procedures that are applicable to individuals, both civilian and military, who operate vehicles on any area within or under the jurisdiction of Fort Monroe.
- c. Persons who accept this privilege must comply with this regulation, and the laws concerning the regulation of vehicles and vehicle traffic of the State of Virginia (Virginia Criminal and Traffic Law Manual), as the applicable State and Federal Laws are assimilated into the operation of vehicles on Fort Monroe pursuant to the provisions of Title 18, United States Code, Section 13.

1-2. References. Appendix A contains the required and related publications and forms.

1-3. Responsibilities.

- a. The Garrison Commander--
 - (1) Is authorized to suspend or revoke installation driving privileges.
 - (2) Will hear suspension/revocation appeals and make determination of action.
 - (3) Will act on requests for restricted driving privileges (instead of suspension or revocation) in all instances except for driving while intoxicated/impaired.
 - (4) Will approve all reserved parking space requests.
 - (5) Will approve "Friends of the Fort" list which authorizes eligibility to receive a Fort Monroe decal.

b. The Provost Marshal (PM) will --

(1) Enforce the policies of this regulation, as well as, the applicable federal and state motor vehicle laws.

(2) Control, approve, and process all parking passes for Fort Monroe employees and visitors, unless otherwise designated by this regulation.

(3) Manage the Department of Defense (DoD) Vehicle Registration (VR) Program.

(4) Manage the installation Access Control For Visiting Personnel Program.

(5) Manage special activities and event parking area designations.

(6) Investigate all vehicle accidents within the designated jurisdiction.

c. The Personnel Administration Center (PAC) will control the in/out processing of all assigned and attached military personnel throughout Fort Monroe and all affiliated activities, to ensure that the PMO is a mandatory stop prior to completing the in/out process.

d. The Northern Region Contracting Center, Fort Eustis, will determine driving privileges and approval for commercial solicitors, contractors, and concessionaires to conduct business on Fort Monroe.

e. Vehicle operators/owners on Fort Monroe will --

(1) Be knowledgeable of and comply with this regulation, along with the state and federal vehicle operation laws. Violation of this regulation can result in judicial and/or administrative action.

(2) Register vehicles in the DoD Vehicle Registration System (VRS) with the PMO in accordance with (IAW) Chapter 3 of this regulation.

(3) Report all vehicle accidents immediately to the Military Police (MP).

f. The senior occupant of government vehicles, whether driver or passenger, is responsible at all times for the vehicle's operation.

g. First line supervisors are responsible for ensuring that their employees (both military and civilian) are familiar with this regulation and its requirements.

h. The Civilian Personnel Advisory Center (CPAC) will--

(1) Control in/out processing of all civilian personnel throughout Fort Monroe and all affiliated activities, to ensure that the PMO is a mandatory stop prior to completing the in/out process.

(2) Incorporate this regulation into the "New Employee Orientation Program."

i. The Equal Employment Opportunity Officer will manage the "Reasonable Accommodation Program."

j. Unit commanders will be responsible for safe movement of marching soldiers on all roadways on Fort Monroe.

CHAPTER 2

INSTALLATION DRIVING PRIVILEGES

Section I

Vehicle Safety and Appearance Standards

2-1. Mechanical safety standards. All motor vehicles operating on Fort Monroe will be equipped with the minimum equipment as intended by the manufacturer (front and rear bumpers, fenders, doors, all prescribed glass, noise reducers, etc.). Fenders, doors, body, and bumpers must not create a hazard by having sharp or protruding edges.

2-2. Safety and mechanical vehicle inspection. The registrant will ensure the satisfactory completion of a current safety and mechanical vehicle inspection by the state in which the vehicle is registered. If the state where the vehicle is registered does not require a safety inspection, no safety inspection is warranted. If the registrant allows their safety inspection to lapse from the state where the vehicle is registered, the registrant must either obtain a safety inspection where the vehicle is registered or from the State of Virginia.

Section II

Driving Is A Conditional Privilege

2-3. Sustaining driving conditions. The operation of privately owned motor vehicles on the installation constitutes a conditional privilege. Individuals desiring this privilege will meet the following sustaining conditions:

- a. Comply with this regulation and the Virginia State laws governing motor vehicle operation.
- b. Possess and produce upon demand by MPs:
 - (1) The state registration or other form of ownership.
 - (2) A valid state driver's license.
 - (3) Proof of vehicle insurance.
 - (4) Current safety and mechanical vehicle inspection if the licensing state requires.
- c. Any person who operates, registers, or who is in control of a motor vehicle on Fort Monroe and is involved in a motor vehicle or criminal infraction, shall be informed that notice of the violation of law or regulation will be forwarded to the Department of Motor Vehicles (DMV) of the host state and/or home of record for the individual.

2-4. Implied consent.

- a. All persons who drive on the installation shall be deemed to have given their consent to evidential tests for alcohol or other drug content of their blood, breath, or urine when lawfully stopped, apprehended, or sited for any offense allegedly committed while driving or in physical control of a motor vehicle on the installation while under the influence of intoxicants.
- b. Any person who is dead, unconscious, or otherwise in a condition rendering them incapable of refusal shall be deemed not to have withdrawn their consent and such test may be administered whether or not such person is told that his failure to submit to or complete the test will result in the revocation of

their privilege to operate a motor vehicle.

c. Any person granted the privilege to operate or register a motor vehicle on Fort Monroe shall be deemed to have given their consent for the removal and temporary impoundment of the POV when it is parked illegally for unreasonable periods, interfering with operations, creating a safety hazard, disabled by accident, left unattended in a restricted or controlled area, or abandoned. Such persons further agree to reimburse the United States for the cost of towing and storage should the vehicle be removed or impounded. Existence of the conditions described above will be determined by the Garrison Commander or designee.

Section III

Driver's License

2-5. Requirements.

a. Any person operating a POV or military sedan on Fort Monroe will have in their possession a valid state driver's license.

b. Any person operating a government vehicle in excess of 10,000 lb gross vehicle weight or tactical vehicle of any size equipped with 4-wheel drive will have in their possession a valid SF 46 (US Government Motor Vehicle Operator's Identification Card).

c. Any person whose state driver's license has been suspended or revoked will not operate a vehicle on Fort Monroe.

d. The owner or other person in control of a vehicle will not allow any person to operate a vehicle on Fort Monroe unless that driver is in possession of a valid state driver's license or a valid learner's permit.

2-6. Virginia State driver licensing requirements and motor vehicle registration.

a. First-time drivers must be a resident of the Commonwealth of Virginia and at least 16 years and 3 months of age to obtain a Virginia driver's license. To obtain a learner's permit, a person must be at least 15 years and 6 months of age. No exceptions will be made to these age requirements. If under age 18, a parent or legal guardian must provide written consent unless the person is married or emancipated. Also --

(1) If under age 19, a state-approved driver education program must be completed.

(2) If 19 years of age or older and applying for a driver's license for the first time, proof of passing an approved driver education course or a learner's permit (held at least 30 days) is required before taking the DMV road skills test.

b. New residents who hold a valid driver's license issued by a U.S. state, territory, jurisdiction, a Canadian province, France or Germany, may not be required to take the two-part knowledge exam or the road skills test, but they must pass a vision screening. Canadian or U.S. licenses must be surrendered when applying for a Virginia driver's license. Be sure to photocopy the out-of-state driver's license, it may be needed for insurance or licensing purposes. If the license has been suspended or revoked by another state, a Virginia license may not be issued until the individual's driving record in that state is cleared.

c. Military personnel who are an active-duty member of the Armed Forces stationed in Virginia, their spouse, and family member (16 years and 3 months of age or over) may drive with a valid driver's license issued by their home state or country. Vehicles registered in their name may be driven with valid out-of-

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state license plates. They may register their vehicle in Virginia without obtaining a Virginia driver's license.

d. Out-of-state students who are enrolled as a full-time student in an accredited school in Virginia and not employed, may drive in Virginia with a valid out-of-state (or another country) driver's license and valid out-of-state license plates on your vehicle. If they are a full-time student and employed, they are considered a resident of Virginia for the purposes of motor vehicle laws only. This does not necessarily qualify them for in-state tuition rates. Therefore, they must apply for a Virginia driver's license and register their vehicle in Virginia. They must register the vehicle in Virginia even if it is owned by someone else.

e. New Virginia residents must title and register their POV within 30 days of their relocation. They must also obtain a Virginia driver's license within 60 days.

(1) Prior to registering the vehicle, they must:

(a) Obtain a Virginia safety inspection sticker. The vehicle must pass a safety equipment state inspection and, in certain Virginia localities, the vehicle must also pass emissions inspection.

(b) Insure the vehicle with a company authorized to do business in Virginia. At a minimum, the insurance policy must provide liability insurance coverage (\$25,000 for injury or death of one person; \$50,000 for injury or death of two or more people; and \$20,000 for property damage).

(2) Insure their Virginia-registered vehicle during the entire registration period even if it is not driven or is inoperable. If the vehicle is not insured, they must cancel the registration and return the license plates to DMV.

(3) If the vehicle is not insured, they must pay a \$500 uninsured motor vehicle fee. This does not provide insurance coverage, but allows an individual to register and operate the vehicle in Virginia for a one-year period.

(4) Obtain a local sticker or decal, if required by the city or county in which they live. Contact the Commissioner of Revenue, Treasurer, or Director of Finance of the city, county or town for more information.

f. Non-residents temporarily living in Virginia may drive with their home state or country driver's license and license plates for no more than six months. This does not apply to commercial vehicle drivers.

g. Applying for a learner's permit.

(1) A learner's permit may be obtained at the age of 15 years and 6 months. It allows the permit holder to operate a motor vehicle when a licensed driver at least 21 years of age is a passenger in the vehicle. The accompanying passenger may be 18 years of age if he/she is a legal guardian, brother, sister, half-brother, half-sister, step-brother or step-sister, and they must hold a valid driver's license, be alert and able to assist, and be legally permitted to drive.

(2) When applying for a learner's permit, the applicant will also complete the application process for a driver's license and pay the fees for both the permit and license. They will be required to pass the two-part knowledge exam and a vision screening.

(3) Without exception, if age 18 or younger, the permit must be held for at least nine months or until age 19 is reached, before you can receive a driver's license. If age 18 or younger, a certificate will be

given when the required state-approved driver education program has been completed. The parent/guardian must also certify that the individual has driven at least 40 hours, 10 of which occurred after sunset. A road skills test at DMV will not be required to get driver's license.

(4) If between age 16 years - 3 months and age 18, the driver education certificate and a valid learner's permit allow the individual to drive without a licensed driver as a passenger, provided the learner's permit has been held for nine months and the certificate is signed by a parent/legal guardian.

(5) After the learner's permit has been held for nine months, the individual has turned age 16 and 3 months, and completed driver education, they will receive a notice that informs them to appear in court for a licensing ceremony where the permanent driver's license will be issued.

h. Virginia's curfew laws prohibit drivers under age 18 who hold a learner's permit or driver's license from driving between midnight to 4 A.M. They may drive during these hours only:

(1) In case of an emergency.

(2) When traveling to and from work or a school-sponsored event.

(3) When responding to an emergency call as a volunteer firefighter or rescue squad personnel.

i. Virginia has placed a restriction on the number of passengers, under age 18, who may travel with a learner's permit/driver's license holder. These restrictions do not apply to family members.

(1) If the permit/driver's license holder is 16, only one passenger, under the age of 18, is allowed.

(2) If the permit/driver's license holder is 17, then three passengers, under the age of 18, are allowed.

Section IV

Suspension or Revocation of Installation Driving Privileges

2-7. Suspension and revocation of installation driving privileges (general). The privilege of driving a POV on Fort Monroe is subject to either administrative suspension or revocation for cause by the Garrison Commander. Suspension and revocation actions are based on the commission of serious moving traffic violations, or the failure to appear as directed for Magistrate's Court.

a. Suspension.

(1) Driving privileges are usually suspended when other measures fail to improve a driver's performance. Other measures should include counseling, remedial driving training, and rehabilitation programs. Supervisors are required to take appropriate actions with their employees to try to resolve the situation before suspension of privileges becomes the remaining option.

(2) Privileges will be suspended for up to 6 months if a driver violates installation parking regulations nine times within a one-year period (see para 4-28 for more specific regulatory guidelines).

(3) The termination of the vehicle's DOD VR is inherent in a suspension/revocation action. Individuals must re-apply for registration after the expiration of the specified suspension or revocation period.

(4) The Garrison Commander will notify the affected person in writing that a determination has been made to suspend or revoke their installation driving privileges, effective 10 days after receipt of the notice unless an application for a hearing is made within the 10-day period.

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(5) Active duty personnel may be directed to participate in driving courses conducted by local civil authorities. Non-military members subject to this paragraph may attend remedial driving courses off the installation, which will incur no expense to the government.

b. Revocation.

(1) Revocation is a severe administrative measure to be exercised for serious moving violations or when other available corrective actions fail to produce desired driver improvements. Revocations will be for a specified period of time (see para 2-7b(3)(b)). It applies to all military installations and remains in effect upon reassignment.

(2) Applicable to military personnel, family members, DoD civilian employees, and other individuals with installation driving privileges. For civilian guests, revocation is authorized only with respect to incidents occurring on Fort Monroe or in areas subject to military traffic supervision.

(3) Driving privileges will be revoked for a mandatory period of not less than one year in the following circumstances:

(a) If the Garrison Commander has determined that the person lawfully apprehended for intoxicated driving refused to submit to or complete a test to measure the alcohol content in the blood, or detect the presence of any other drug, as required by the law of the jurisdiction or installation traffic code.

(b) If a conviction, non-judicial punishment, or a military/civilian administrative action resulted in the suspension or revocation of a driver's license for intoxicated driving. When temporary suspensions are followed by revocations, computation of the revocation time is prescribed in AR 190-5.

(c) If the Provost Marshal's Vehicle Registration System (VRS) indicates that an individual's driving privileges have been revoked.

2-8. Suspension and revocation of installation driving privileges for an intoxicated driving incident.

a. The blood alcohol concentration (BAC) standards are as follows:

(1) If the percentage of alcohol in the person's blood is less than .05 percent, it is presumed the person is not under the influence of alcohol.

(2) If the percentage is .05 but less than .08, it is presumed the person is impaired. This standard is considered with other evidence in determining whether a person is under the influence.

(3) If the percentage is .08 or higher, or if the test reflects the presence of illegal drugs, then the person was driving while intoxicated.

b. Immediate suspension of installation driving privileges, pending resolution of an intoxicated driving incident, is authorized for active duty personnel, family members, retired members of any military service, DoD civilian personnel, and any others (except non-DoD civilians), regardless of the geographic location of the incident.

c. Immediate suspension of installation driving privileges, pending resolution of an intoxicated driving incident, is authorized for non-DoD affiliated civilians only with respect to incidents occurring on Fort Monroe or other areas subject to military traffic supervision. Non-DoD civilians are subject to immediate suspension if the following has occurred:

(1) Refusal to take or complete a lawfully requested chemical test to determine contents of blood for alcohol or other drugs.

(2) Operating a motor vehicle with a BAC of .10 percent by volume or higher.

(3) Operating a motor vehicle with a BAC of .05 percent by volume, but less than .08 percent by volume, in violation of the law of the jurisdiction in which the vehicle is being operated, or if the jurisdiction imposes a suspension solely on the basis of the BAC level.

(4) An arrest report or other official documentation of the circumstances of an apprehension for intoxicated driving.

2-9. Administrative actions against intoxicated drivers.

a. The Garrison Commander will issue a written reprimand, administrative in nature and filed IAW AR 600-37, to active duty Army officers (commissioned and warrant), and noncommissioned officers (to include the grade of Specialist (SPC) appointed on official orders to Corporal) in the cases described below:

(1) Conviction by courts-martial or civilian court or imposition of no judicial punishment for an offense of intoxicated driving, driving under the influence of alcohol or other drugs, either off or on the installation.

(2) Refusal to take or failure to complete a lawfully requested test to measure alcohol or drug content of the blood, breath, or urine, either on or off the installation, when there is reasonable belief of driving under the influence of alcohol or drugs.

(3) Driving or being in physical control of a motor vehicle on post when the BAC is .08 percent or higher, irrespective of other charges, or off post when the BAC in violation of the law of the state involved.

(4) Driving, or being in physical control of a motor vehicle, either on or off the installation, when lawfully conducted chemical tests reflect the presence of illegal drugs.

b. The Garrison Commander may issue a written reprimand, administrative in nature and filed IAW AR 600-37, to active duty soldiers in the grade of SPC and below, in cases described in para 3-9a.

c. The first Field Grade Commander in the chain of the command will determine if the following actions should be taken:

(1) Administrative reduction IAW AR 600-8-19.

(2) Bar to reenlistment IAW AR 601-280.

(3) Administrative discharge IAW AR 635-200.

d. Commanders will refer military personnel to the installations Army Substance Abuse Program (ASAP) within 10 days of the soldiers conviction, or receive an official administrative action for any offense involving intoxicated driving.

e. Army supervisors of civilian employees apprehended for intoxicated driving will advise employees of ASAP services available. Civilian employees apprehended for intoxicated driving while on duty will be referred to ASAP or other comparable facility for evaluation IAW AR 600-85.

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f. Commanders will ensure that sponsors of family members apprehended for intoxicated driving seek ASAP evaluation and assistance.

2-10. Restoration of driving privileges on acquittal. When an official report pertaining to drunk driving or driving while intoxicated indicates a finding of not guilty, that the charges have been dismissed or reduced to an offense not amounting to intoxicated driving, or that an equivalent determination has been made in a no judicial punishment proceeding or military or civilian administrative action, the suspension of driving privileges will be vacated except in cases in which:

a. The preliminary suspension was based on refusal to take a BAC test.

b. The preliminary suspension resulted from a BAC test (unless disposition of the charges was based on invalidity of the BAC test). When a valid BAC test is involved, the suspension will continue pending completion of a hearing. In such instances, the individual will be notified in writing of the continuation of the preliminary suspension and of the opportunity to request a hearing within 10 working days. At the hearing of the arrest report, the commander's report of official disposition, information presented by the individual, and such other information as the hearing officer may deem appropriate will be considered. If the hearing officer determines by a preponderance of evidence that the individual was engaged in intoxicated driving, the revocation will be for 1 year from the date of the original preliminary suspension.

c. The person was driving or in physical control of a motor vehicle while under a preliminary suspension or revocation.

d. An administrative determination has been made by the State or host nation licensing authority to suspend or revoke driving privileges based on local law or pertinent regulations.

e. The individual has failed to complete a formally directed substance abuse or driver's training program.

2-11. Restricted driving privileges or probation.

a. Restricted driving privileges may be granted to preclude adverse military mission impact, severe family hardship, or detrimental effect on ongoing or contemplated alcohol or drug rehabilitation treatment involving the affected individual.

b. The Garrison Commander will act upon all requests for restricted driving privileges resulting from revocation or suspension for driving while intoxicated/impaired.

c. The Garrison Commander will also act on all other requests for restricted driving privileges.

d. Restricted driving privileges will not be granted for persons whose driver's license are under suspension or revocation by a State or Federal court or administrative agency.

CHAPTER 3

INSTALLATION MOTOR VEHICLE REGISTRATION

Section I

Vehicle Registration

3-1. Department of Defense (DoD) vehicle registration required.

a. All vehicles (including POVs, RVs, motorcycles, and bicycles) owned and operated by a person (military, civilian, or retiree) who live, work and/or regularly access post for visits to facilities such as the medical clinic, Community Activities Center, or the Post Exchange on Fort Monroe require vehicle registration.

b. Registrations are valid up to 4 years at which time owners are responsible for renewing their registration at the PMO. The PMO will withhold renewal if--

(1) The Commanders' actions are still open and unresolved.

(2) Other driver's license or vehicle violations exist which would prohibit driving, such as an out-of-date license or expired vehicle registration/insurance/safety inspection.

3-2. When vehicle registration (VR) is not required. VRs will not be required for --

a. Commercial engineer construction equipment or maintenance equipment designed exclusively for off-the-road service, and material handling equipment, if exempt from the registration provisions of the State of Virginia DMV.

b. Four-wheeled vehicles used primarily "off-the-street" such as golf carts, for supervised sports and recreation activities.

c. Motor vehicles driven by visitors or those on temporary duty (TDY) for less than 45 days.

d. Vehicles bearing dealers license plates.

e. Vehicles bearing temporary out-of-state license plates, or a used car bearing temporary Virginia State license plates. A DoD VR will be issued when the owner receives their permanent state registration.

f. Company leased and registered vehicles, assigned to individuals for personal and/or business use.

3-3. Registration requirements.

a. VR takes place at the PMO, Building 87, 150 Ingalls Road, adjacent to the main gate. New personnel will accomplish DoD vehicle registration within five working days after arrival on the installation.

b. Individuals seeking registration must have the following items in their possession at the time of application:

(1) Evidence of a valid state vehicle registration. If the state vehicle registration is issued to another individual, the individual seeking registration must have a notarized letter, a power of attorney or bill of sale authorizing him/her to have the vehicle in their possession.

(2) A valid state driver's license.

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(3) Proof of valid insurance, which complies with the laws of the state in which the vehicle is registered (insurance paperwork must identify the specific vehicle being registered).

(4) For motorcycles/mopeds, proof of completion of a certified state or DoD Motorcycle Safety Course.

(5) Current safety and mechanical vehicle inspection if the vehicle is registered in Virginia.

(6) DoD Military or Civilian ID Card.

c. The person need not own the vehicle to register it, but must have a personal (not a company or business vehicle) lease agreement, power of attorney, or notarized statement from the owner of the vehicle, specifying the inclusion dates for which permission to use the vehicle has been granted.

3-4. Contractors, concessionaires, and commercial solicitors. Contractors may obtain registration upon application by an authorized representative of the company or firm concerned, IAW paras 3-2 and 3-3. To register their vehicles, concessionaires and commercial solicitors must receive approval from the PMO.

3-5. DoD registration data adjustments.

a. Registrants are required to report any change in their status of registered vehicles to the PMO within three working days of the change. Changes include, but are not limited to: license number, color, vehicle identification number, ownership, address, or duty assignment.

b. Many of these changes can be made expeditiously and only require a telephone call to the PMO Vehicle Registration Office at 788-2887. Patrons may inquire by telephone before visiting.

3-6. Fort Monroe decals.

a. Fort Monroe decals will be issued to individuals who possess a Fort Monroe locally produced ID card and must meet the same requirements mentioned in paras 3-1 through 3-5, except 3-3(b)6. The Fort Monroe decal will be displayed in the same manner as the DD Form 2220, Figure 3-1.

b. Recipients eligible for a Fort Monroe decal:

(1) Retired from a civil service position on Fort Monroe.

(2) Marina slip renter.

(3) Individuals who have family members that are authorized use of MWR facilities.

(4) Friends of the Fort (civilian authorities). The Garrison Commander will approve all Friends of the Fort.

c. The Fort Monroe decal does not allow individual access to any other installation.

3-7. Temporary vehicle registration (TVR).

a. TVRs (not DoD registrations) may be issued for individuals who:

(1) Are visiting or on TDY at Fort Monroe for up to 45 days.

- (2) Are pending permanent vehicle registrations.
- (3) Are summer hire personnel.
- (4) Do not fall under any category list in para 3-1 above.

b. TVRs are valid for only that time period reasonable for the purpose of visit, with the expiration date recorded on the TVR. This may require the individual to return to the VR Office if their circumstances change.

c. Upon receipt of information or change of status that will allow the owner to receive a DoD VR, report to the PMO for issuance.

3-8. On-line registration. To reduce the time it takes to register your vehicle at the PMO, registering over the Fort Monroe website is available by accessing <http://fort.monroe.army.mil/pmo/veh%20reg%20card.pdf>. Following your completion of the on-line form, print the form, and report to the VR window at the PMO. Remember to bring the requirements listed in para 3-3b.

Section II

Termination of Registration

3-9. Termination of DoD vehicle registration. Removal of the DoD decal and tabs and the removal of the vehicle from the installation within five work days, occur when the registered owner:

- a. Sells or otherwise disposes of the vehicle.
- b. State driver's license is revoked or suspended. If a family member having installation driving privileges requires the use of this vehicle, the Garrison Commander may suspend the termination.
- c. Is a military member and is released from active duty (Army retirees may retain their DoD VR, as they are required to follow the same registration procedures as active duty personnel.)
- d. Is an active duty military member who is transferred to an overseas duty station and chooses to ship or place the vehicle in storage.
- e. Is a civilian employee who retires or whose employment ends. Civilian employees can apply for a Fort Monroe Decal if they are issued a locally produced Fort Monroe identification (ID) card from CPAC.
- f. Is other than an active duty member or civilian employee, and discontinues regular operations of the POV on Fort Monroe.
- g. Has their installation driving privileges revoked as an administrative measure.
- h. Fails to pay or appear in Magistrate Court, for moving vehicle violations.

3-10. Denial of registration. Vehicle registration denial may occur when:

- a. The registered owner fails to comply with the registration requirements.
- b. The PMO determines:
 - (1) There are unpaid Magistrate moving violation citations.

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(2) Fort Monroe mandated court appearances have been missed and unresolved.

(3) Other driver's license or vehicle violations exist which would prohibit driving, such as an out-of-date license or expired vehicle registration/insurance/safety inspection.

3-11. Outprocessing.

- a. Final clearance is obtained at the VR Office.
- b. DoD VR decals must be removed by the owner and turned into VR Office personnel.
- c. A crosscheck will be made against citations issued/mandated court order appearances, and their resolutions. All must be resolved before final clearance is authorized.

3-12. Re-registration. If re-registration after a revocation or suspension is authorized, the affected person must apply to re-register the POV.

Section III

Display of Installation Registration Decals

3-13. Display of the DoD vehicle registration (VR) decals.

a. All newly issued DoD decals will be placed on the outside of the windscreen glass, upper top, dead center, blunt with the molding or trim. This should be directly above most rearview mirror mounts. Proper display consists of four decals (see Figure 3-1):

- (1) The DD Form 2220, which is provided and required for use by Department of the Army (DA).
- (2) The installation (Fort Monroe) decal placed underneath and abutting the DD Form 2220.
- (3) Two expiration tabs identifying the month and year of expiration; placed on the left and right sides (respectively) and also abutting the DD Form 2220.

Month	DD FORM 2220	Year
00	JJF____ 111	00
Fort Monroe		



Figure 3-1. DoD Vehicle Registration Decal

b. The color of these decals indicates:

- (1) Blue – Officers.
- (2) Red – Enlisted.
- (3) Green – DA civilian (including NAF employees).
- (4) Black – Contractor and other civilian employees.

c. Decals must be revalidated no later than every four years.

d. It is authorized for decals that are presently placed on the front bumper (driver's side) to remain there until re-registration is required, as long as it is clearly visible from 50 feet in front of the vehicle.

e. Rather than require employees to remove those decals, the number of bumper-mounted decals will be reduced as personnel permanently depart Fort Monroe.

f. Displaying of the DoD decals on metal plates, on dashboard placards, or any other method or in any other location is not authorized.

g. DoD decals issued by other military installations that are displayed on the windshield in a location other than described above or on the vehicle bumper, are authorized to remain there and are not required to be reissued except for the installation sticker.

h. DoD decal placement for the motorcycle or motorbike will be affixed to the left front fork (in respect to when you are setting on the motorcycle).

3-14. Damaged or illegible permanent registration decals.

a. If a DoD decal is damaged or becomes illegible, the owner will immediately reapply for a replacement DoD decal at the VR Office.

b. DoD VR decals remain on the vehicle when the owner PCS' to another CONUS military installation; however, the installation tag will be removed. The complete set of VR decals are required to be removed as described in Section II above.

CHAPTER 4

TRAFFIC SUPERVISION

Section I

General

4-1. Speed restrictions. The following speed limitations have been established for vehicles operating on the installation:

- a. 25 miles per hour (mph), except as specified below or posted otherwise.
- b. 15 mph in housing areas and construction sites, unless posted otherwise.
- c. 10 mph when approaching or passing a formation of soldiers or passing joggers during physical training (PT) hours (0600-0730).

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- d. 10 mph when departing through installation access gates, unless posted otherwise.
- e. 5 mph when entering any installation access gate, unless directed to stop by sign or MP.
- f. Vehicles must be driven so as not to impede the reasonable flow of traffic. Hazardous conditions would, of course, require a reduction in speed.

4-2. Restraint systems. Restraint systems (seat belts) are required only in cars manufactured after model year 1966. Infant/child restraint devices/car seats are required in POVs for children four years old or under, and not exceeding 45 pounds in weight. Restraint systems/seat belts will --

- a. Be worn by all operators and passengers of government vehicles on and off the installation.
- b. Be worn by all civilian personnel (family member, guests and visitors) driving or riding in a POV on Fort Monroe.
- c. Be worn by all service members driving or riding in a POV whether on or off the installation.

4-3. Headphones, earphones, and cell-phones.

- a. The wearing of headphones or earphones is prohibited while driving any engine-propelled vehicle, using any non-motorized vehicle, bicycling, or jogging (except for jogging on the seawall from the Bay Breeze Community Club to the Chamberlin Hotel).
- b. This does not negate the requirement for wearing hearing protection when conditions or good judgment warrant use of such protection.

Section II

Motorcycles, Mopeds, and Other Self-Propelled Open, Two/Three/Four Wheeled Vehicles Powered by Motorcycle Type Engines

4-4. General.

- a. All provisions of this regulation apply.
- b. Personnel who live or work on Fort Monroe and desire to operate a motorcycle/moped on Fort Monroe must complete a certified motorcycle safety course and must possess a valid driver's license. Personnel may temporarily register their motorcycle/moped on Fort Monroe until the safety course is offered.
- c. Operators of these vehicles will not carry any other person unless it is equipped with an additional seat and foot pegs for that purpose.
- d. Use of headphones, earphones, or earplugs while driving on Fort Monroe is prohibited.
- e. Will not be ridden more than two individuals abreast.
- f. Parking two motorcycles in a vehicle parking space is authorized.
- g. Off-road operation of trail bikes, all-terrain vehicles (ATV), electric assisted bicycles, and scooters are prohibited on Fort Monroe.

4-5. Protective clothing. No persons shall operate or ride these vehicles on Fort Monroe unless they comply and wear the following protective clothing:

- a. Department of Transportation (DOT) approved helmet with clear goggles or face shield.
- b. Full fingered gloves.
- c. Long sleeved shirt or jacket.
- d. Leather boots or shoes.
- e. High visibility clothing or vest worn by both driver and passengers.

4-6. Required equipment.

- a. Must have two rear view mirrors (if registered on Fort Monroe).
- b. Are operated with headlights on at all times.
- c. Every motorcycle/moped shall have a suitable muffler or device to prevent unnecessary noise from the exhaust system. The use of so-called “cutouts” or alterations of the factory equipped exhaust system is prohibited.

Section III

Bicycles

4-7. Operation.

- a. Bicyclists obey the same rules of the road as a motorized vehicle. For example, they must stop at all “STOP” signs.
- b. No bicycle shall carry more passengers at one time than the number for which it was designed and equipped. Small children may ride in permanently affixed and approved child carrier seats.
- c. Adult cyclists will ride on the roadway (vice the sidewalk) of two-way traffic roadways, as near to the right side of the roadway as practicable, exercising due care when passing a standing vehicle.
- d. Juvenile cyclists may ride on any available sidewalk.
- e. Cyclists will ride single file when vehicle traffic is present. They may not ride more than two abreast.
- f. Cyclists will not carry any package or bundle that prevents the operator from safely operating the bicycle.
- g. A cyclist operating upon a sidewalk will yield the right of way to a pedestrian.
- h. Cyclists will not attach themselves to any vehicle being operated on the roadway.
- i. Every bicycle in operation from one-half hour before sunset to one-half hour after sunrise shall be equipped with a headlamp (in use) on the front and a red taillight or reflector on the rear.
- j. No bicycle shall be parked upon a street or sidewalk.

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k. No bicycle shall be parked against a building in such a way as to obstruct pedestrian or vehicular traffic.

l. Headphones, earphones, and cell-phones are prohibited while riding a bike.

m. Off limit areas include the sidewalks along the seawall adjacent to Continental Park , Engineer Pier, Battery Irwin, and Battery Parrott.

4-8. Equipment.

a. Every bicycle shall be equipped with a brake that enables the operator to make the braked wheel skid on dry, level, clean pavement.

b. All bicycles will be equipped with a bell or other device capable of giving a signal audible for a distance of at least 100 feet.

c. Children under the age of five not operating a bicycle must be in an approved carrier.

d. All bicyclists are required to wear an American National Standard Institution (ANSI-Z) or Snell Memorial Foundation bicycle helmet.

e. All bicyclists will wear high visibility reflective vests during the hours of darkness.

Section IV

Other Non-Motorized and Toy Wheeled Vehicles

4-9. Basic rules.

a. Skateboards, roller skates, in-line skates, sleds, scooters, razors, and other non-motorized toy vehicles, (excluding bicycles) may be operated on the sidewalks and in areas not listed below.

b. No person shall use these vehicles on the sidewalks along the seawall adjacent to Continental Park, Engineer Pier, Battery Irwin, and Battery Parrott.

4-10. Equipment.

a. All individuals operating toy vehicles must wear an ANSI-Z or Snell Memorial Foundation bicycle helmet.

b. Skaters under the age of 18 must wear safety helmets, elbow, and kneepads.

c. Individuals operating toy vehicles will wear reflective clothing during hours of darkness and other times of reduced visibility.

Section V

Safety

4-11. Responsibility of the senior occupant in a government vehicle. The senior officer, noncommissioned officer, or other senior individual riding in a government vehicle, whether driver or passenger, is deemed to be in charge of that vehicle and is responsible at all times for its lawful operation. However, only the operator of the vehicle may be cited on a DD Form 1408.

4-12. Responsibility of the owner of a privately owned vehicle (POV).

- a. The owner of a privately owned vehicle is responsible at all times for its lawful operation.
- b. The owner shall not lend, rent, or otherwise allow his vehicle to be in operation on Fort Monroe by any person who:
 - (1) Is unlicensed to drive a motor vehicle.
 - (2) Is under the influence of intoxicating liquors or drugs.
 - (3) Has a physical or mental condition that may create a hazard to the safe operation of the vehicle.

4-13. Authorized emergency vehicles.

- a. The driver of an authorized emergency vehicle, when responding to an emergency call, operating with overhead or dashboard lights and/or siren, may exercise the following emergency procedures:
 - (1) Stop, stand, or park in any location so long as the safety of other vehicles and persons are not endangered.
 - (2) Proceed past a stop sign after slowing down and ensuring the roadway is safe to other vehicles and pedestrians.
 - (3) Exceed the maximum authorized speed limit for that roadway by no more than 15 MPH, provided they do not endanger life or property.
 - (4) Disregard regulations governing the direction of movement and turning in a specified direction.
- b. The above provisions do not relieve this driver from the duty to drive with the utmost regard for the safety of all persons, always cognizant of safety and environmental considerations.
- c. Emergency vehicles are:
 - (1) Police vehicles.
 - (2) Fire fighting, HAZMAT, and Fire Marshal vehicles.
 - (3) Ambulances.
 - (4) Explosive Ordnance Disposal vehicles.

4-14. Unsafe positions for passengers. No vehicle operator will permit any other person to ride while standing in the bed of trucks, on running boards (except fire vehicles), on top of loads or fenders, or in any other unsafe positions while the vehicle is moving or is about to move.

4-15. Unattended children. Children under the age of ten years will not be left unattended in parked vehicles at any time.

4-16. Unattended pets. Pets will not be left unattended in vehicles during periods of extreme heat or cold.

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Section VI

Vehicles Unattended, Abandoned, or Requiring Repairs

4-17. Unattended motor vehicles.

a. No person shall leave a vehicle unattended on the roads or streets of Fort Monroe except in housing areas or in designated parking spaces.

b. In the event mechanical failure prevents immediate removal of the vehicle, the driver will take the necessary action to prevent the vehicle from obstructing traffic and will immediately notify the PMO of the location of the vehicle and the expected time of removal.

4-18. Abandonment of motor vehicles.

a. Abandonment is defined as the act of relinquishing or the giving up of property with the intention of never again resuming or claiming one's rights, title, or interests therein.

b. Abandonment of any motor vehicle on Fort Monroe is prohibited. Any person who abandons a motor vehicle in violation of this regulation shall be charged all costs of removal and/or disposition.

4-19. Vehicle repair locations.

a. Persons conducting any vehicle repairs, major or minor, will be cognizant of and will comply with the provisions of FM Regulation 200-1, Fort Monroe Affirmative Procurement Plan.

b. Major repairs are defined as any repair that will render the vehicle inoperable for a period in excess of 72 hours, or requires the dismantling of the engine, transmission or other major components of the vehicle.

c. Major repairs of automobiles will not be accomplished in any housing area or parking lot on Fort Monroe. The work must be accomplished in an authorized area.

d. The only authorized areas for major repairs/spray painting of automobiles, boats, trailers, and recreational vehicles are:

(1) The Auto Craft Center, Bldg 218, Fort Monroe for POVs.

(2) The Transportation Motor Pool (TMP), Bldg 57, for government vehicles.

Section VII

Pedestrians

4-20. Pedestrian right of way.

a. Pedestrians crossing within any crosswalk have the Right of Way over any vehicle. The vehicle will yield the right of way, except at intersections where the movement is being regulated by an MP or traffic control devices.

b. Marching/PT formations have the right of way over all other traffic (vehicle and pedestrian) except emergency vehicles.

4-21. Organized formations.

- a. Soldiers marching or running in groups of five or more must be in an organized formation.
- b. Formations will operate to the right of the centerline of the roadway and as near as possible to the right side of the road.
- c. Commanders are responsible for the safe movement of marching soldiers. PT formations on the roadway will --
 - (1) Use column movements to cross roadways.
 - (2) Use road guards to halt traffic from all directions when crossing roadways and intersections.
 - (3) Road guards will operate at the head, tail, and left flank of the formation, using reflective vests and carry flashlights.

4-22. Jogging or running.

- a. Is prohibited on roadways where sidewalks exist.
- b. Where no sidewalks exist, joggers/runners may operate on the roadway, only against the flow of traffic on the extreme shoulder of the roadway.
- c. During hours of darkness or limited visibility, at least one item of reflective clothing must be worn.
- d. Is prohibited during periods of extreme limited visibility or unsafe roadway conditions, such as extreme rain or fog.
- e. Headphones/earphones are prohibited while jogging except for along the seawall from the Bay Breeze Community Club to Chamberlin Hotel.

4-23. Pedestrians soliciting rides. Hitchhiking or soliciting rides is prohibited on Fort Monroe.

4-24. Off-road vehicle operation. The off-road operation of motorcycles/mopeds, mini-bikes, trail bikes, ATVs, and other similar vehicles is prohibited in all areas, without other regulatory approval or expressly authorized in writing by the Garrison Commander.

Section VIII
Enforcement

4-25. Traffic violation reports. When a DD Form 1408 or a DD Form 1805 is issued:

- a. A copy is furnished to the operator's commander or supervisor. If known, the previous traffic violations committed by the offender will be shown. DD Form 1408 is sent to the command, DD Form 1805 is sent to the command only if the ticket has to be mailed to the subject.
- b. Commanders have two weeks to return the DD Form 1408 to the PMO, indicating the action taken, which is also recorded and maintained at the PMO.
- c. The action taken by the commander/supervisor when a DD Form 1805 is issued, is not required to be returned to the PMO.

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d. Military and civilian drivers of government vehicles are issued DD Forms 1408 only, unless the operator commits a misdemeanor offense under Virginia law, such as drunk driving, leaving the scene of an accident, or reckless driving.

e. The PMO will conduct a semi-annual review of outstanding citations and court appearances of all DoD registered vehicles. This list will be provided to the Garrison Commander for his action.

4-26. Traffic violation point system.

a. Violations and points assessed are as follows:

- (1) Reckless driving (willful and wanton disregard for the safety of persons or property) - 6.
- (2) Owner knowingly and willfully permitting a physically impaired person to operate the owner's motor vehicle - 6.
- (3) Fleeing the scene (hit and run), property damage only - 6.
- (4) Driving vehicle while impaired (blood-alcohol content more than 0.05 percent and less than 0.10 percent) - 6.
- (5) Speeding contests - 6.
- (6) Speeding too fast for conditions - 2.
- (7) Speeding too slow, causing potential safety hazard - 2.
- (8) Failure of operator or occupants to use available restraint system devices while moving (operator assessed points) - 2.
- (9) Failure to properly restrain children in a child restraint system while moving (when child is 4 years of age or younger and the weight of the child does not exceed 45 pounds) - 2.
- (10) One to 10 miles per hour over posted speed limit - 3.
- (11) Over 10 but not more than 15 miles per hour above posted speed limit - 4.
- (12) Over 15 but not more than 20 miles per hour above posted speed limit - 5.
- (13) Over 20 miles per hour above posted speed limit - 6.
- (14) Following too close - 4.
- (15) Failure to yield right of way to emergency vehicle - 4.
- (16) Failure to stop for school bus or school-crossing signals - 4.
- (17) Failure to obey traffic signals or traffic instructions of an enforcement officer or any official regulatory traffic sign or device required a full stop or yield of right of way; denying entry; or requiring direction of traffic - 4.

- (18) Improper passing – 4.
 - (19) Failure to yield (no official sign involved) – 4.
 - (20) Improper turning movements (no official sign involved) – 3.
 - (21) Wearing of headphones/earphones while driving motor vehicle (two or more wheels) – 3.
 - (22) Failure to wear an approved helmet and/or reflectorized vest while operating or riding on a motorcycle, MOPED, or three or four-wheel vehicle powered by a motorcycle-like engine – 3.
 - (23) Improper overtaking – 3.
 - (24) Other moving violations (involving driver behavior only) – 3.
 - (25) Operating an unsafe vehicle – 2.
 - (26) Driver involved in accident is deemed responsible (only added to points assessed for specific offenses) – 1.
- b. When two or more violations are committed on a single occasion, the points assessed will be for the offense having the greater value.
 - c. In reference to item 25 above, this measure should be used for other than minor vehicle safety defects or when a driver or registrant fails to correct a minor defect (for example, a burned out headlight not replaced within the grace period on a warning ticket).

4-27. Towing/wheel locking.

- a. Military Police may order a driver of any vehicle in violation of this regulation to relocate the vehicle to an approved, authorized location.
- b. Illegally parked vehicles may be wheel locked (booted) --
 - (1) If a vehicle should be towed but cannot be for technical reasons.
 - (2) For moving violations or criminal violations specified in the Virginia Criminal and Traffic Law Manual (VC&TLM) or within federal law.
 - (3) At the discretion of the Provost Marshal or his representative for other significant safety or Force Protection concerns.
- c. The PMO is authorized to remove illegally stopped or parked vehicles by towing --
 - (1) When the vehicle presents a hazardous condition to the safety of other drivers or pedestrians.
 - (2) When the vehicle impedes the smooth flow of traffic.
 - (3) When the vehicle is parked without authorization.
 - (4) When identified as abandoned.
 - (5) For moving violations or criminal violations specified in the VC&TLM or federal law.

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d. There are several private towing companies in the area used to tow POVs. Individuals whose vehicles are towed should call the PMO for information.

e. The primary option to tow a government vehicle is through Transportation Motor Pool, where the vehicle is placed in a different location within Fort Monroe. If this option is not available, a private towing company will be called to assist, who may tow the vehicle to their own impound lot.

4-28. Enforcement for repeat parking violations.

a. Individuals receiving a second parking violation (DD Form 1408) within a six-month period will receive notice from the Garrison Commander through their Chain of Command, announcing that they are at risk for towing enforcement and lose of their installation driving privileges.

b. Individuals receiving three parking violations within a six-month period will have their vehicle towed at the owner's expense, and forfeit their installation driving privileges for a period of one month.

c. Individuals receiving six parking violations within a six-month period will have their vehicle towed at the owner's expense, and also forfeit their installation driving privileges for a three-month period.

d. Individuals receiving nine parking violations within a one-year period will be towed at the owner's expense, and will have their installation driving privileges suspended for up to 6 months.

4-29. Enforcement of the DoD registration requirement. To ensure the Force Protection requirement, the PMO will issue a DD Form 1408 when a vehicle is stopped for any reason, and the vehicle is in violation of the DoD registration policy.

CHAPTER 5

ACCIDENT AND ACCIDENT REPORTING

5-1. Duty to stop.

a. The driver of any vehicle involved in an accident shall stop immediately at the scene of the accident or as close to the accident as possible. They shall remain at the scene of the accident, except as necessary to obtain first aid, or to contact the Military Police.

b. They shall remain at the scene of the accident until they have fulfilled the requirements described in this chapter as applicable, and have been released by the Military Police.

5-2. Driver responsibilities upon striking an attended vehicle.

a. First aid is the first priority. Render or obtain others who can administer first aid as applicable.

b. The driver will report the accident to the PMO, providing name, grade, social security number, organization and address, and the location of the accident.

c. The driver shall give all pertinent information: name, address, and the registration number of the vehicle he is driving and proof of insurance to the driver of the other vehicle.

5-3. Driver responsibilities upon striking an unattended vehicle.

a. The driver of the subject vehicle shall immediately stop and locate the owner of the unattended vehicle and provide that owner with all pertinent information: name, address, and the registration number and proof of insurance of the vehicle being driven.

b. If the operator of the unattended vehicle cannot be reasonably located, the driver will then immediately notify the PMO. The driver will leave a written notice containing their name and address in a conspicuous place upon the unattended vehicle (under the windshield wipers is usually the best spot) if the Military Police cannot locate the operator of the unattended vehicle.

5-4. Inability to report an accident. If the driver of a vehicle is physically incapable of reporting the accident, the driver remains responsible for reporting the accident to the PMO as soon as it is reasonable to do so.

5-5. Striking wildlife or a structure. If the driver of a vehicle is involved in an accident that results in death or injury to wildlife (except small game), or strikes a structure, he/she will immediately report the accident to the PMO, giving the same pertinent information described above.

CHAPTER 6 PARKING

Section I General

6-1. General. Illegal parking contributes to congestion and slows traffic flow. Enforcement minimizes these conditions, while reducing the potential for accidents. The best way to avoid/become a subject to parking enforcement is to park legally. Only MPs may issue the traffic violation reports described below. No other form or document is authorized. The parking lot behind the fitness center is for the fitness center patrons and workers only. Authority to assign reserved parking spaces that have been authorized by the Garrison Commander, is provided only to the PMO and DPW/L. No other organization is authorized to mark or otherwise reserve a parking space.

6-2. Authorized parking. Parking is authorized only in the following areas:

- a. Outside of housing areas within two white painted parking lines on streets and in parking lots.
- b. In housing areas in driveways and within two white painted parking lines on streets and in parking lots.

6-3. Prohibited parking. In an effort to limit the number of signs erected on Fort Monroe, there is no requirement to post a sign where parking is prohibited. Some prohibited parking signs have been erected as reminders only. Parking is prohibited when--

- a. In violation of any Virginia Vehicle & Traffic Laws.
- b. Outside of two white painted parking lines on streets or in parking lots. The lack of two white painted lines is indicative of unauthorized parking.
- c. On grass covered/seeded areas.
- d. Prohibited signs and yellow lines marking fire hydrants and fire lanes are visible.
- e. In housing areas in or in front of another resident's driveway or their assigned space, except where permission has been obtained from the resident assigned that space.
- f. Parking spaces are reserved by a sign.

Section II
Special Parking Considerations

6-4. Child Development Center (CDC) children drop off/pick-up. The CDC has a front door drive way for very temporary use. The preferred method is to park in the parking lot across from the CDC and walk your child/children in. The cross walk at this crossing has the pedestrian right of way. Leaving a vehicle running while dropping off children is prohibited.

6-5. Housing area parking.

a. Residents are normally assigned a parking space on Fort Monroe. These designated spaces are normally lined and/or signed, and are then enforced accordingly.

b. Residents are responsible for informing visitors of the proper place to park their vehicle; available space in the housing area, or in the overflow lot is an option.

c. Do not park motorcycles or other small engines with internal combustion engines on porches or adjacent to wooden structures due to the fire hazard posed by the gasoline tank.

6-6. Watercraft parking. Authorized watercraft may be stored at the Fort Monroe Marina or at a designated MWR RV lot.

6-7. Recreational vehicle (RV) parking/storage.

a. Boats, boat trailers, motor homes, campers, and house/baggage trailers are considered RVs.

b. RV registration at the PMO is required if visiting Fort Monroe for more than 30 days.

c. Registered RVs may be parked or stored only in designated MWR storage locations, as space is available. Contact Directorate of Community and Family Activities for availability and arrangements for RV storage.

d. RVs visiting are authorized to temporarily park in the Fort Monroe RV Park only.

e. RVs may park in housing areas for up to 24 hours only for the purpose of cleaning, minor repair, preparing for or unloading from a trip. Housing area authorized areas are only within driveways or adjacent to quarters authorized by the occupants, as long as such parking does not deny individuals access to their authorized vehicle spaces, create a traffic safety hazard, or impede the flow of traffic.

f. The only authorized area to empty and flush sewage tanks is in the Fort Monroe RV Park designated area.

6-8. Handicap parking.

a. Handicap parking is available to all applicable employees and visitors. These marked spaces are designed for and are enforced on a 24-hour basis.

b. Numerous handicap parking spaces are located near places of employment as reasonably possible throughout Fort Monroe IAW Federal Accessibility Standards.

6-9. Fort Monroe special activities parking. Fort Monroe special activities, such as the 4th of July Celebration, Music under the Stars, and the Hampton Cup Regatta, creates extraordinary traffic flow, limited parking on the roadway network, and limited numbers of designated parking spaces. Under

these conditions, the PMO will re-designate and control the traffic flow, parking areas, and individual parking spaces as necessary. Temporary signage and Traffic Circulation Patrols (both MP and other soldiers) are used to manage this set of circumstances.

6-10. Directorate of Public Works/Logistics (DPW\L) and other government vehicle parking.

Parking of these vehicles must follow the same restrictions as POVs. There are two exceptions:

- a. An emergency vehicle.
- b. A government vehicle that has taken proper safety precautions to warn on-coming vehicle and pedestrian traffic that a hazard is ahead, by using wooden barricades, reflectorized signs, orange construction cones or barrels, flares, or other similar devices.

6-11. Delivery vehicles. There are very few parking areas identified for delivery trucks. To maximize operation while minimizing the delays unauthorized stopping would create, each activity that receives deliveries from an off-post delivery truck is encouraged to identify safe and reasonably close stopping areas.

6-12. Parking for personnel on extended temporary duty (TDY).

- a. There are occasions when employees who reside off post, attend a TDY, but do not have a satisfactory location to park their vehicle.
- b. The parking lot below the Community Activities Center (Bldg 221) along Stilwell is the designated location. This site is not mandated, and operators are authorized to continue to park their vehicles in any other legally designated parking location.
- c. When parking your vehicle, please provide the PMO pertinent data so that the POC can be reached in case of an emergency. Forms are available from the MP desk sergeant.

6-13. The lemon lot. There is no designated location for owners to park their vehicle with posted "For Sale" signs for the specific purpose of disposing their vehicles, nor any other option to dispose of their vehicles on Fort Monroe. These vehicles will be treated as abandoned, and the owners' responsibilities remain binding.

6-14. Parking sign requests.

- a. Requestors must complete a DA Form 4283 (Facilities Engineering Work Request Report) and submit it to DPW/L.
- b. Prior to completing the work order, DPW/L will forward the form to the PMO for coordination/recommendation for approval or denial.
- c. PMO will then forward the form to the Garrison Commander's Office for approval.
- d. Once approved, the form is returned to DPW\L to execute the work order.

6-15. Authorized signs. Only the following parking signs are authorized on Fort Monroe:

- a. Handicap.
- b. General.

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c. Permit number only. There are reserved parking spaces throughout post and an operator must have the permit pass displayed in windshield coinciding with the number on the sign.

6-16. Military tactical vehicle (MTV) parking.

- a. MTV's may park--
 - (1) In the TMP military parking lot.
 - (2) Within a military vehicle signed space.
- b. MTVs are restricted from parking –
 - (1) In prohibitions stated in this regulation.
 - (2) In housing areas.
 - (3) In the AAFES parking lots.

Appendix A References

Section I Publications

Title 18, United States Code, Section 13

DOD 4160.21-M, Defense Disposal Manual

AR 190-5, Motor Vehicle Traffic Supervision

AR 190-29, Misdemeanors and Uniform Violation Notices Referred to U.S. Magistrates or District Courts

AR 385-55, Prevention of Motor Vehicle Accidents

AR 600-8-19, Enlisted Promotions and Reductions

AR 600-85, Army Substance Abuse Program (ASAP)

AR 601-280, Army Retention Program

AR 635-200, Active Duty Enlisted Administrative Separations

Virginia Criminal and Traffic Law Manual (VC&TLM)

Section II Blank Forms

DA Form 4283, Facilities Engineering Work Request

DD Form 1408, Armed Forces Traffic Ticket

DD Form 1805, United States District Court Violation Notice

DD Form 2220, Department of Defense Registered Vehicle

SF Form 46, United States Government Vehicle Operators Identification Card

Glossary

Section I

Abbreviations

ASAP	Army Substance Abuse Program
ATV	all terrain vehicle
BAC	blood, alcohol concentration
CDC	Child Development Center
CPAC	Civilian Personnel Advisory Center
DA	Department of the Army
DMV	Division of Motor Vehicles
DOC	Directorate of Contracting
DoD	Department of Defense
DOT	Department of Transportation
DPW/L	Directorate of Public Works/Logistics
EEEO	Equal Employment Opportunity Office
IAW	in accordance with
MP	Military Police
MPO	Military Police Office
mph	miles per hour
PAC	Personnel Administration Center
PM	Provost Marshal
POV	privately owned vehicle
PT	personal training
RV	recreational vehicle
TMP	Transportation Motor Pool
TVR	temporary vehicle registration
VC&TLM	Virginia Criminal and Traffic Law Manual
VR	vehicle registration
VRS	Vehicle Registration System

Section II

Definitions

a. Parking – The standing of a vehicle, whether occupied or not, otherwise than temporarily for the purpose of and while actually engaged in loading or unloading merchandise or passengers.

b. Standing – The stopping of a vehicle, whether occupied or not, otherwise than temporarily for the purpose of and while actually engaged in receiving or discharging passengers.

c. Stopping - Any halting even momentarily of a vehicle, whether occupied or not, except where necessary to avoid conflict with other traffic or in compliance with the directions of a police officer or traffic control sign or signal.

FM Regulation 190-5

FOR THE COMMANDER:

/S/
JANICE C. KELLIHAN
Administrative Officer

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